

**CITY OF POLSON
PLANNING & BUILDING DEPARTMENT
RELOCATION OF STRUCTURE PERMIT APPLICATION**

106 FIRST STREET EAST POLSON, MT 59860

Phone: 883-8214 Fax: (406) 883-8238 www.cityofpolson.com



THE FOLLOWING ITEMS ARE REQUIRED AND MUST ACCOMPANY THIS APPLICATION:

1. Call Mission Valley Power and give them the height of the structure being moved. MVP lines are 18 feet tall. If your structure is greater than 18 feet they will assist with the relocation of your structure. Call Greg DuPuis at (406)-883-7954
2. \$2000.00 BOND OR CASH IN LIEU OF BOND AND TWO (2) COPIES OF THE SITE PLAN.
3. \$150 PERMIT FEE If paying online by credit card a 3% fee is charged in addition to the \$150.

(if newly constructed write "New Manufacturer")

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|---------------------------|-----|------|----------|
| OLD ADDRESS STREET NUMBER | ZIP | | |
| NEW ADDRESS STREET NUMBER | ZIP | ZONE | PARCEL # |

LEGAL: GEO CODE (NEW LOCATION) GO TO MONTANA CADASTRAL OR RETREIVE FROM YOUR BUILDING PLANS # OF SQUARE FEET

PROPOSED USE (I.E. SINGLE-FAMILY RESIDENCE, DUPLEX, COMMERCIAL, ETC.) _____

A relocation of structure permit application completed in full by either the owner of the properties (the structure and the lot on which it is to be placed) or a Montana state licensed general contractor, a legal address slip, two copies of the site plan and payment of the \$150 fee begin a process which includes:

A pre-relocation inspection is required by the Polson Building Department prior to permit issuance to verify the condition of the structure and to advise on any significant nonconforming features and elements that may need to be addressed prior to final approval. Dependent upon the nature of the work additional permits and/or fees may be required.

THE CITY REQUIRES A SURETY BOND; A. An applicant for a building mover's license shall file with the building division a bond of \$2,000.00, conditioned that the applicant will in good faith perform all work required by this article and other applicable city codes, and shall release, defend, indemnify and hold harmless the city, its officers, employees, agents and assigns from and against any and all actions, claims, liabilities, demands or assertions of liability, causes of action, losses, costs and expenses including, but not limited to, reasonable attorney's fees, involving or relating to any harm, injury or damage, suffered or sustained which in any manner may arise or be alleged to have arisen, or resulted or alleged to have resulted from the work authorized to be done pursuant to this article. This bond must be filed with the building division and must be approved by the city attorney. B. Cash deposit in lieu of bond. Any person filing an application hereunder may, in lieu of the bond required in subsection A of this section, file with the building division a cash deposit in the sum of 20 times the permit fee as an indemnity for any damage which the city may sustain by reason of damage or injury to any highway, street, or alley, sidewalk, fire hydrant or other property of the city, which may be caused by or be incidental to the removal of any building or structure over, along or across any street in the city and to indemnify the city against any claim of damages to persons or private property, and to satisfy any claims by private individuals arising out of, caused by or incidental to the moving of any building or structure over, along or across any street in the city. In no case is the cash deposit herein required to be more than \$2,000.00. Polson Municipal Code 12.03.014

NUMBERING BUILDINGS REQUIRED- Polson Municipal Code Sec. 12.02.013

ONCE THE RELOCATION APPLICATION HAS BEEN APPROVED AND THE BOND HAS BEEN RECEIVED BY THE BUILDING DEPARTMENT THE APPLICANT MAY BE ELIGIBLE TO APPLY FOR THE BUILDING, ELECTRICAL, MECHANICAL AND PLUMBING PERMITS REQUIRED TO COMPLETE THE SITE AND STRUCTURAL WORK.

A MOVING PERMIT IS ISSUED BY PLANNING & BUILDING DEPARTMENT AFTER THE BUILDING PERMIT IS ISSUED, THE FOUNDATION IS INSPECTED AND APPROVED, AND THE SITE IS PROPERLY PREPARED TO RECEIVE THE RELOCATED STRUCTURE. MOVING WILL BE CONDUCTED DURING DAYLIGHT HOURS ONLY NO EXECEPTIONS.

I HAVE READ THE REQUIREMENTS ABOVE AND I AGREE TO COMPLY WITH ALL CONDITIONS.

APPLICANT'S SIGNATURE

STREET ADDRESS

APPLICANT'S NAME (PLEASE PRINT)

CITY STATE ZIP

CONTRACTOR'S LICENSE NUMBER (IF APPLICABLE)

CONTACT PERSON & PHONE NUMBER

ALL DEPARTMENTS *MUST* BE NOTIFIED AND SIGN GRANTING PERMISSION

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|--------------|---------------------|----------------------------|--------------------------|
| STREET DEPT. | WATER & SEWER DEPT. | PLANNING DEPT. | BLDG OFFICIAL |
| POLICE DEPT. | FIRE DEPT. | LAKE CTY DISPATCH 883-7301 | MVP ENGINEERING 675-7900 |

PERMIT NUMBER _____ OLD STREET ADDRESS _____

BUILDING TYPE _____ PROPOSED USE _____

TRAVEL ROUTE INSIDE OF POLSON

DATE _____ POLICE CHIEF'S SIGNATURE _____

DATE _____ FIRE CHIEF'S SIGNATURE _____

DATE _____ INSPECTOR'S SIGNATURE _____

PLEASE RETURN COMPLETED FORM TO PERMIT CLERK